



## Secretary's biographical details

Andrew Metcalfe is the Secretary of the Department of Immigration and Citizenship (DIAC). He was initially appointed in July 2005, and reappointed in July 2009. DIAC comprises about 7000 staff, located in every state and territory in Australia and more than 60 cities overseas. It provides policy services to government; and services to millions of clients each year applying for visas to travel to Australia, for the grant of Australian citizenship, and for related matters. The departmental operating budget for 2009-10 is AUD\$1.25 billion.

Mr Metcalfe is a member of the Administrative Review Council (since 2003) and a board member of the National Australia Day Council (since 2002). He has chaired the Commonwealth–State Standing Committee on Immigration and Multicultural Affairs since 2005, and is a member of the Public Service Medal Committee (since 2008).

Mr Metcalfe is also a White Ribbon Ambassador, the Patron of the Gundaroo Bush Festival, and Patron of EXPAND, a public sector-wide network of Executive Assistants and Personal Assistants.

Between August 2002 and July 2005, Mr Metcalfe was a Deputy Secretary of the Department of Prime Minister and Cabinet, where he was responsible for coordination of policy advice to the Prime Minister on national security, foreign affairs and machinery of government issues. He was the inaugural chair of the National Counter-Terrorism Committee, chaired the Australian Government Counter-Terrorism Policy Committee, and was an ex-officio member of the Council of the Order of Australia.

Previously, Mr Metcalfe held a series of positions in the Department of Immigration and Citizenship (or its predecessors):

- Deputy Secretary (1999-2002)
- First Assistant Secretary, Border Control and Compliance Division (1998-99)
- Chief of Staff to the Minister for Immigration, the Hon Philip Ruddock MP (1996-97)
- Assistant Secretary, Legal Branch (1993-96)
- Regional Migration Director, Australian Consulate-General Hong Kong (1989-93)
- Deputy State Director, Victoria State Office (1987-89).

Mr Metcalfe was born in Toowoomba, Queensland and educated at the Toowoomba Grammar School (Dux, 1976) and the University of Queensland. He holds the degrees of Bachelor of Arts and Bachelor of Laws, and is a Fellow of the Australian Institute of Management. He is married, with two teenage children.

Canberra

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